

# Open Budget: Project Phase List

Phase Type	Phase Step Number
default	1
default	2
default	3
default	4
default	5
default	6
default	7
default	8

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Phase Step Name	Phase Step Description
Planning	User Departments and Project Management Identify the needs/scope/goals of project. Program of Requirements is completed at this stage.
Preliminary Design	Architects and Design Engineers work from defined scope and budget to develop the design and produce construction drawings
Final Design	Design and construction documents are complete. Contract is ready to be sent out to bid pending BOCC approval.
Out for Bid	Bid package is prepared and loaded to Demandstar.com where interested contractors may submit bids according to certain specifications
Bid Awarded	Contractor is selected based on several procurement criteria and contract award is approved by the BOCC
Under Construction	Contractors work from the instructions contained in the design documents to complete the facility
Ongoing	Refers to level of effort projects or projects that recur each year (i.e., roof replacement)
Completed	All project activities have been completed and paid for